



Ballot Measures

Answers to your voters' pamphlet questions

When is a Voters' Pamphlet published?

King County publishes a Voters' Pamphlet for every Primary and General Election. Districts placing measures on the ballot are automatically included in the Voters' Pamphlet. Special Election Voters' Pamphlets are published upon the request (by resolution) of the jurisdiction conducting an election.

What is the responsibility of a jurisdiction?

A jurisdiction has the following responsibilities:

- Coordinates with the jurisdiction's legal counsel to prepare an explanatory statement (or approve one written by the jurisdiction). This statement describes the effect of the measure if it is passed into law. The jurisdiction submits the explanatory statement signed by the legal counsel no later than the deadline.
- Appoints committees to prepare statements in favor of and in opposition to the ballot measure. There is a limit of three members per committee. The jurisdiction completes the Committee Appointment Form and submits it by the deadline.
- Informs committee members of the deadlines, word limit, rules, and where to submit their statements.

What if no one will write a statement?

This is actually very common. It is recommended that the jurisdiction document their procedure for seeking committee members. If no one comes forward, just note that information on the Committee Appointment Form.

What do the pro and con committees do?

It is their job to write a statement in favor of or in opposition to the ballot measure. They are required to submit the statement by the deadline and obtain the opposing statement in order to write and submit a rebuttal statement.

How is the opposing statement obtained?

Once both argument statements are submitted, the Voters' Pamphlet Office will fax the opposing committee's statement to the spokesperson listed on the committee appointment form. A fax number is required for at least the spokesperson.

Is a rebuttal statement required?

No, however, it gives each committee an opportunity to write a few more words supporting their point of view.

How long should the statements be?

The word limit on each of the statements is different. Here are the word limitations:

- 250 words - Explanatory Statement
- 200 words - Pro and Con Statements
- 75 words - Rebuttal Statement

NOTE: Committee member names as well as either a contact phone number, e-mail or website are not included in the word count.

Can the statements be e-mailed?

No. You can submit your printed statement by postal mail, fax, or in person.

What are the submission deadlines?

	<u>Special</u>	<u>Primary</u>	<u>General</u>
Explanatory	52 days prior	May 30	August 15
Appointments	52 days prior	May 30	August 15
Pro/Con	49 days prior	June 4	August 20
Rebuttal	47 days prior	June 6	August 22

In Summary

The following checklist will help you to successfully submit your voters' pamphlet material:

The Jurisdictions's Job

- Notify Legal Counsel to write 250 word explanatory statement; submit by deadline
 - Primary deadline - May 30
 - General Election deadline - August 15
- Appoint Pro and Con committees; submit appointment form; inform committees of duties.
 - Primary deadline - May 30
 - General Election deadline - August 15

The Pro/Con Committees' Job

- Submit 200 word statement; obtain copy of opponent's statement for rebuttal.
 - Primary deadline - June 4
 - General Election deadline - August 20
- Submit 75 word rebuttal statement
 - Primary deadline - June 6
 - General Election deadline - August 22

Questions?

If you have any questions, call the Voters' Pamphlet Office at (425) 788-7878.



**King County
Elections**

Voters' Pamphlet

2008 Complete Guidelines for Ballot Measures



**Important
dates**

Election Ordinance/Resolution Deadline

Primary - May 27

General - August 12

Voters' Pamphlet Deadlines

Primary

Explanatory & Appointments - May 30

Pro/Con Statements - June 4

Rebuttals - June 6

General

Explanatory & Appointments - August 15

Pro/Con Statements - August 20

Rebuttals - August 22

Election Dates

Primary - August 19

General - November 4

King County Elections Division

919 SW Grady Way
Renton, WA 98057

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BALLOT MEASURE INFORMATION

KING COUNTY LOCAL VOTERS' PAMPHLET - REQUIREMENTS FOR PARTICIPATION

Voters' pamphlets for elections, other than the Primary and General Election, are NOT automatically produced. A voters' pamphlet must be specifically requested by the governing authority of the jurisdiction, by ordinance or resolution, and fully paid for by the jurisdiction. An ordinance or resolution requesting a voters' pamphlet must be submitted to the Elections Office no later fifty-two days prior to the special election date.

A. **INTRODUCTION:**

These simplified rules and guidelines are based on King County Public Rule Document No. ELE 9-1 series, "Local Voters' Information Pamphlet Administrative Rules" and are focused on the requirements pertaining to the preparation and submission of pamphlet material for ballot measures. They are based in turn on the statutory provisions found in Chapter 29A.32, Revised Code of Washington (RCW).

B. **DEFINITIONS:**

1. "Local voters' pamphlet" or LVP shall mean a pamphlet prepared by the King County Records, Elections and Licensing Services Division containing locally prepared information on ballot measures and candidates for county elections and for other participating jurisdictions within King County. The voters' pamphlet contains information including but not limited to registration and voting procedures.
2. "Jurisdiction" shall mean any city, town or district located within King County for which elections are held.
3. "Participating jurisdiction" shall mean any jurisdiction participating in the publication and distribution of a King County local voters' pamphlet.
4. "Explanatory statement" shall mean the statement prepared by the appropriate jurisdiction or jurisdiction's attorney stating the effect of a ballot measure, if passed into law. If prepared by the jurisdiction, it must be signed-off by the jurisdiction's attorney.
5. "Director" shall mean the Director, King County Records, Elections and Licensing Services Division, or designee.
6. "Deadline" shall mean the close-of-business for the Records, Elections and Licensing Services Division (4:30 p.m.), unless otherwise stated, of the day indicated.
7. "Publication date" means the date on which the LVP material goes to the printer for publication, which shall be determined to be four weeks prior to the primary or election date.

C. **ESTABLISHMENT OF STATEMENT COMMITTEES – DEADLINE:**

1. For each measure from a jurisdiction that is included in the LVP, the legislative authority of the jurisdiction shall formally appoint:
 - A committee to prepare arguments advocating voters' approval of the measure (the proponents) and
 - A committee to prepare arguments advocating voters' rejection of the measure (the opponents).

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2. Each committee shall have no more than three members. However, a committee may seek the advice of any person or persons. Members shall be appointed from persons known to favor or oppose the measure as appropriate. Each committee should select a spokesperson for that committee.
 - a) If such persons are not immediately known, the jurisdiction should employ some formal means of notifying the public that members for the proponent or opponent committee are being sought.
 - b) Members should not be drawn from the legislative authority of the jurisdiction sponsoring the ballot measure, or from members of its staff, in order to avoid any appearance of a conflict of interest.
 - c) If the jurisdiction is unable to identify persons to serve on either or both statement committees, the jurisdiction shall notify the Director no later than the deadline date for committee appointments. Such notification shall detail the efforts made to establish the committee(s). A statement to that effect will be placed in the LVP.
 3. Jurisdictions responsible for establishing committees to prepare arguments in favor of or in opposition to any ballot measure shall submit the names of the committee members, the spokesperson for the committee, and how that person can be readily contacted, not later than forty-five days before the primary or election.
 4. Participating jurisdictions are responsible for providing appointed committee members with copies of the instructions, specifications, and deadlines contained herein regarding arguments and rebuttals.

D. COMPOSITION:

As required by state law, the LVP shall contain, as a minimum, the following information:

1. The ballot title of each measure to be considered.
2. An explanatory statement prepared by the jurisdiction's attorney describing the effect of the measure if passed.
3. A local focus section prepared by the jurisdiction (optional).
4. Arguments for and against each measure to be submitted by committees selected for that purpose.
5. Rebuttals prepared by each of the committees in response to the arguments submitted by the opposing committee.

E. DEADLINES FOR SUBMISSION OF MATERIAL FOR PUBLICATION:



1. The local focus section, when used, shall be filed with the Director no later than 81 days prior to the primary or election.
2. Arguments in favor of or in opposition to any ballot measure, prepared by a committee designated in accordance with state law (RCW 29A.32.060), shall be filed with the Director no later than three days after the deadline for appointing the committee.

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3. Rebuttals, if any, shall be filed with the Director no later than two days after the deadline for submission of arguments. Arguments or statements in favor of or in opposition to a ballot measure prepared and filed pursuant to paragraph 2 above, shall be available to opposing ballot measure argument committees after 4:30 p.m. of the day the arguments are due, or sooner if arguments from both proponent and opponent are received. Rebuttals are not exchanged. They may be viewed at the Elections Office on request.
 4. Once submitted and received in the Voters' Pamphlet Office, arguments and rebuttals may not be withdrawn or changed except as provided in Section H below.

F. SPECIFICATIONS - STATEMENT FOR BALLOT MEASURES:

1. Explanatory Statement: An explanatory statement shall be prepared for each measure included in the voters' pamphlet. It shall be prepared in block paragraph style, not to exceed 250 words in length, by the responsible jurisdiction's attorney. The statement shall cover only the anticipated effect of the measure should it be passed into law. The statement shall not intentionally be an argument likely to create prejudice either for, or against, the measure.
2. Arguments and Rebuttals
 - a. Limitations on the length of committee arguments are based upon the space available within the pamphlet. The general limitation on text length using paragraph form without the use of "bullets" is 200 words or less except 500 words may be used for municipal incorporation measures. Rebuttals shall be limited to 75 words or less.
 - b. The use of indented "bullets" to emphasize issues and to make the copy more readable is permissible, but will reduce the allowable text length proportionately. In the event of any question regarding length under these circumstances, the decision of the Director as to the length shall be final.
 - c. The name of the committee, or the committee members preparing the statement and a phone number where additional information on the argument may be obtained shall be added after the statements but shall not be included in the statement word counts. Committee members' titles shall not be included.

G. GENERAL PROVISIONS REGARDING SUBMITTED MATERIAL:

1. By preparing and distributing a LVP, King County provides an opportunity to better inform the voting public about measures and candidates on the ballot. Arguments and statements prepared by committees for or against measures are the responsibility of the authors and are not considered to represent the position of the County regarding the measure, or of any material contained therein; nor is the County responsible for the validity or accuracy of the statements, arguments or rebuttals.
2. Arguments for or against a measure, rebuttals, and explanatory statements will not be proof read for any errors in spelling, punctuation or syntax. The Director may, however, correct obvious typographical or punctuation errors.
3. Late corrections to a proponent or opponent ballot measure statement will be accepted only if the opposite committee does not object to the correction being made.

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4. Explanatory statements, arguments, candidate statements for or against a measure, and rebuttal statements may be rejected if, in the opinion of the Director, any argument or statement offered for filing contains obscene, vulgar, profane, scandalous, libelous, defamatory, or treasonable matter; any language tending to provoke crime or a breach of the peace, or any language or matter the circulation of which through the mail is prohibited by any act of Congress. The committee or candidate submitting such a statement may appeal a rejection to the King County Prosecuting Attorney within five business days of rejection by filing an appeal with the Director. The Prosecuting Attorney will render a decision within five business days of the appeal. The decision of the Prosecuting Attorney shall be final.

H. DISTRIBUTION:

1. Copies of the LVP shall be bulk mailed to each residence in the county for general elections and countywide special elections when authorized.
2. For elections involving less than the entire county and where a specific distribution is desired, copies of the LVP shall be mailed to each registered voter's residence within the jurisdictions served by LVP.
3. For special elections involving a vote-by-mail election, a copy of the LVP will be mailed to each registered voter unless, in the opinion of the Director, mailing to residences would be more efficient and economical.

I. SUBMISSION OF MATERIAL:

Submit materials to one of the following locations:

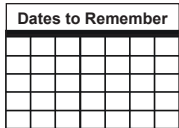
1. All material to be submitted to the Voters' Pamphlet Coordinator, of the Elections Division, may be mailed or delivered, in-person or by delivery to:

*Elections Division
919 SW Grady Way
Renton, WA 98057*

In person and by delivery between the hours of 8:30 a.m. and 4:30 p.m., workdays, Monday through Friday.

2. Voters' pamphlet materials, including arguments for or against a measure and the rebuttals may be sent directly via FAX to the Voters' Pamphlet Office at:

*King County Elections
Attn: Voters' Pamphlet
FAX Number 425-788-5889
PHONE Number 425-788-7878*



Voters' Pamphlet Measure Deadline Dates

The following are the deadlines for the submission of material for the King County local voters' pamphlet (LVP) for the 2008 fall elections. Deadlines are as of 4:30 p.m. that day.

NOTE: Voters' pamphlets for elections, other than the Primary and General Election, are NOT automatically produced. A voters' pamphlet must be specifically requested by the governing authority of the jurisdiction, by ordinance or resolution, and fully paid for by the jurisdiction.

ITEM	WORD LIMIT	DEADLINE	DEADLINE
		Primary	General
<u>ORDINANCE OR RESOLUTION CALLING FOR THE ELECTION.</u> (The ballot measure)	-	May 27	August 12
<u>BALLOT TITLES:</u> (cities and towns only) Summary of the ballot measure as it will appear on the ballot.	75	May 27	August 12
<u>EXPLANATORY STATEMENT:</u> Discusses the effect of the measure if it passes into law. (Reviewed and approved by jurisdiction's attorney)	250	May 30	August 15
<u>COMMITTEE APPOINTMENTS:</u> Names of the persons appointed or selected to serve on the pro and con committees.	Use form provided	May 30	August 15
<u>ARGUMENTS FOR THE BALLOT MEASURE:</u> Written by the committee in favor of the measure.	200 (500 - municipal incorporation)	June 4	August 20
<u>ARGUMENTS AGAINST THE BALLOT MEASURE:</u> Written by the committee against the measure.	200 (500 - municipal incorporation)	June 4	August 20
<u>AVAILABILITY OF ARGUMENTS:</u> Arguments prepared by the pro and con committees will be made available to the opposing committees for rebuttal after the close of business (4:30 p.m.) on these dates.	-	June 6	August 22
<u>STATEMENTS IN REBUTTAL:</u> (This is optional). Statements rebutting the argument made by the opposition. Rebuttals are not exchanged. They may be reviewed at the Elections Office upon request.	75	June 8	August 24